



United States Department of Commerce
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
NORTHEAST REGION
One Blackburn Drive
Gloucester, MA 01930

February 9, 2004

Federal Permit Number: «NUM»
«OWN»
«STRT1»
«STRT2»
«CITY», «ST» «ZIP1»

Dear «OWN»,

Enclosed are the *Instructions for Reporting Atlantic Herring landings using the National Marine Fisheries Service (NMFS) Interactive Voice Response (IVR) system*. These are being sent to vessels issued a permit requiring submission of weekly landings summaries for quota-managed species. Quota-managed species include: Atlantic herring, red crab & golden tilefish.

Included with this package is a one page summary explaining the recent upgrade and minor changes to the IVR call-in system. These were effective January 27, 2004. Your reporting requirements have not changed, nor has the toll free number you currently call to report your landing information. The minor changes include: A female voice; a faster and easier call menu; additional menu choices; and a longer and more comprehensive confirmation number (11-12 digits).

Enclosed within this packet is your confidential vessel code for accessing the NMFS IVR call-in system, a list of the NMFS reporting weeks for 2004 and an updated worksheet. A list of the NOAA Fisheries Field Offices and contact numbers is also included.

IVR Atlantic Herring Reporting Requirements

The IVR call-in system is designed to allow Atlantic herring vessels to report weekly summaries of their Atlantic herring landing information. A weekly summary consists of the total pounds of Atlantic herring landed by a particular vessel in a week for all trips in that week. The reporting week begins on Sunday at 0001 hrs (12:01 AM) local time and ends Saturday at 2400 hrs (12:00 midnight). Reports must be submitted by midnight Tuesday, three days after the end of each reporting week.

- Category 1: Vessels permitted under Federal Atlantic herring Category 1, which requires a VMS unit, must report to the IVR call-in system on a weekly basis, even if the vessel is still at sea. Negative reports are required for weeks when Atlantic herring are not landed, even if the vessel is still at sea.
- Category 2: Vessels permitted under Federal Atlantic herring Category 2, which does not require a VMS unit, are only required to submit a report through the IVR call-in system if more than 2,000 pounds of Atlantic herring are landed on any trip in a fishing week, even if the Atlantic herring has not yet been landed. Negative reports are not required for weeks in which there were no trips landing more than 2,000 pounds of Atlantic herring.

Fishing Vessel Trip Reports

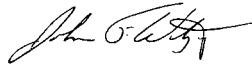
A requirement of your Federal Atlantic herring permit is that you submit Fishing Vessel Trip Reports (FVTRs) for all fishing trips, regardless of species fished for or caught. These reports must be submitted no later than the 15th day of the month after a fishing trip is landed. If no fishing activity takes place during a month, a negative report must be submitted. Landings reported via the IVR call-in system do not satisfy your Vessel Trip Report requirement.

Carrier or processing vessels that have been issued a Federal Atlantic herring permit with trip reporting requirements are only required to submit Fishing Vessel Trip Reports for trips on which they engaged in fishing activity. If no fishing activity occurs within a given month, a negative report must be submitted. Landings reported via the IVR call-in system do not satisfy the Vessel Trip Report requirement.

Additional Information

For more information about Quota Monitoring or IVR call-in reporting please contact your local Field Office or login to the NOAA Fisheries Website at: <http://www.nero.noaa.gov/ro/doc/fso.htm>. For more information about the IVR call-in system or IVR call-in system upgrade, please contact the Fishery Statistics Office at (978) 281-9209.

Sincerely,



John F. Witzig, Ph.D.
Director
Fisheries Statistics Office

Enclosures



NATIONAL MARINE FISHERIES SERVICE

Northeast Regional Office/Fisheries Statistics Office



Confidential Vessel Code assigned to:

Vessel Name: «VES»

Hull Number: «HULL»

Federal Permit Number: «NUM»

Vessel Code: «CODE»

- Both Permit Number and Vessel Code are needed to access the IVR call-in system.
- Vessel Codes should be kept private and not disclosed to others.
- If you lose your confidential Vessel Code or cannot access the IVR call-in system, please contact the Fisheries Statistics Office at (978) 281-9209. A new code will be mailed to you.

2004 Reporting Periods for the **NMFS Interactive Voice Response System**

The National Marine Fisheries Service reporting week begins on Sunday at 0001 hrs (12:01 AM) local time and ends Saturday at 2400 hrs (12:00 midnight). Reports must be submitted by midnight Tuesday, three days after the end of each reporting week.

Please use week number 01 for all reports pertaining to week-ending January 3, 2004.

Reporting Week Number	Begin Date (Sunday)	End Date (Saturday)	Reporting Deadline	Reporting Week Number	Begin Date (Sunday)	End Date (Saturday)	Reporting Deadline
01	28-DEC-03	03-JAN-04	06-JAN-04	27	27-JUN	03-JUL	06-JUL
02	04-JAN	10-JAN	13-JAN	28	04-JUL	10-JUL	13-JUL
03	11-JAN	17-JAN	20-JAN	29	11-JUL	17-JUL	20-JUL
04	18-JAN	24-JAN	27-JAN	30	18-JUL	24-JUL	27-JUL
05	25-JAN	31-JAN	03-FEB	31	25-JUL	31-JUL	03-AUG
06	01-FEB	07-FEB	10-FEB	32	01-AUG	07-AUG	10-AUG
07	08-FEB	14-FEB	17-FEB	33	08-AUG	14-AUG	17-AUG
08	15-FEB	21-FEB	24-FEB	34	15-AUG	21-AUG	24-AUG
09	22-FEB	28-FEB	02-MAR	35	22-AUG	28-AUG	31-AUG
10	29-FEB	06-MAR	09-MAR	36	29-AUG	04-SEP	07-SEP
11	07-MAR	13-MAR	16-MAR	37	05-SEP	11-SEP	14-SEP
12	14-MAR	20-MAR	23-MAR	38	12-SEP	18-SEP	21-SEP
13	21-MAR	27-MAR	30-MAR	39	19-SEP	25-SEP	28-SEP
14	28-MAR	03-APR	06-APR	40	26-SEP	02-OCT	05-OCT
15	04-APR	10-APR	13-APR	41	03-OCT	09-OCT	12-OCT
16	11-APR	17-APR	20-APR	42	10-OCT	16-OCT	19-OCT
17	18-APR	24-APR	27-APR	43	17-OCT	23-OCT	26-OCT
18	25-APR	01-MAY	04-MAY	44	24-OCT	30-OCT	02-NOV
19	02-MAY	08-MAY	11-MAY	45	31-OCT	06-NOV	09-NOV
20	09-MAY	15-MAY	18-MAY	46	07-NOV	13-NOV	16-NOV
21	16-MAY	22-MAY	25-MAY	47	14-NOV	20-NOV	23-NOV
22	23-MAY	29-MAY	01-JUN	48	21-NOV	27-NOV	30-NOV
23	30-MAY	05-JUN	08-JUN	49	28-NOV	04-DEC	07-DEC
24	06-JUN	12-JUN	15-JUN	50	05-DEC	11-DEC	14-DEC
25	13-JUN	19-JUN	22-JUN	51	12-DEC	18-DEC	21-DEC
26	20-JUN	26-JUN	29-JUN	52	19-DEC	25-DEC	28-DEC

2004 Atlantic Herring Vessel Worksheet for the NMFS Interactive Voice Response System

This worksheet is an example of the information needed to submit weekly landings of Atlantic herring. It may be copied and used as a personal record for each weekly report submitted using the IVR call-in system. Worksheets should not be submitted to NMFS.

Call phone number: 1-888-284-4904

1. Press 2 for vessel reporting.
2. Enter your 6 digit permit number and 5 digit vessel code (you may **not** want to write this down).

Permit Number							Vessel Code				

3. Press 1 to report herring landing information, press 2 to report negative herring activity.
4. Follow the prompts to enter catch information by week & area.

Week Number	Management Area	Pounds Kept	Pounds Discarded

Atlantic Herring Management Area Codes:

Management Area	Is Equal to IVR System Code:
1A	11
1B	12
2	22
3	33

Confirmation Number for this Call*											

* Note: As of January 27, 2004, you will only receive one confirmation number for each call you make to the upgraded IVR call-in system; you will no longer receive multiple confirmation numbers within each call.



NATIONAL MARINE FISHERIES SERVICE

Northeast Regional Office

Fisheries Statistics Office



Phone: 978 281-9264 Fax: 978 281-9161
Web: <http://www.nero.noaa.gov/ro/doc/fso.htm> Email: reporting.ne@noaa.gov

John Witzig, PhD
Office Director

Information Systems Section
Reggie Howe, Section Chief

Fishery Analysis & Monitoring
Stanley Wang, PhD, Section Chief

Fishery Information Section
Greg Power, Section Chief

FISHERY DATA PRODUCTION
Dan D'Entremont
Phone: 978 281-9246

PERMITS OPERATIONS
Ted Hawes
Phone: 978 281-9370

Field Offices

NEW ENGLAND AREA

Portland ME 207 780-3322 Scott McNamara*
FAX 207 780-3340 Steve Link
MARINE TRADE CTR SUITE 212
2 PORTLAND FISH PIER
PORTLAND ME 04101-4633

Gloucester MA 978 281-9363 Buddy Heiskel
978 281-9286 Don Mason
FAX 978 281-9372
11-15 PARKER ST
GLOUCESTER MA 01930-3025

New Bedford MA 508 999-2452 Dennis Main*
508 984-0063 Steve Kelly
FAX 508 990-2506
37 NORTH SECOND ST
NEW BEDFORD MA 02740-6329

Chatham MA 508 945-5961 Lorraine Spenle
FAX 508 945-3793
29C STAGE HARBOR RD
CHATHAM MA 02633-2268

Woods Hole MA 508 495-2309 John Mahoney
FAX 508 495-2258
NMFS/NEFSC
166 WATER ST
WOODS HOLE MA 02543-1026

Point Judith RI 401 783-7797 Walter Anoushian*
FAX 401 782-2113 Chris Zanni
83 STATE ST 2ND FL Anthony Morales
P.O. BOX 547
NARRAGANSETT, RI 02882-0547

MID-ATLANTIC AREA

East Hampton NY 631 324-3569 Erik Braun*
FAX 631 324-3314
62 NEWTON LN #203
EAST HAMPTON NY 11937-2483

Patchogue NY 631 475-6988 David McKernan
FAX 631 289-8361
50 MAPLE AVE
P.O. BOX 606
PATCHOGUE NY 11772-0606

Riverhead NY 631 727-7850 Tara Frolich
FAX 631 369-5944 Greg Gorniok
39 SOUND AVE Albert Leo
RIVERHEAD NY 11901-1117

Toms River NJ 732 349-3533 Gene Steady
FAX 732 349-4319 Nicole Wesley
26 MAIN ST
P.O. BOX 143
TOMS RIVER NJ 08754-0143

Cape May NJ 609 884-2113 Walt Makowski*
FAX 609 884-4908 Ingo Fleming
1382 LAFAYETTE ST Chris Petrucci
P.O. BOX 624
CAPE MAY NJ 08204-0624

Hampton VA 757 723-3369 David Ulmer*
FAX 757 728-3947 Steve Ellis
P.O. BOX 69043 George Mattingly
HAMPTON, VA 23669-9343

NMFS Interactive Voice Response (IVR) System Information Sheet ~ Herring



Toll Free IVR Call-in Number
1-888-284-4904

~ IVR System Upgrade ~ January 2004

The NMFS Interactive Voice Response (IVR) System has been upgraded with new software. The upgrade will make weekly reporting both faster and easier.

Your reporting requirements have not changed and neither has the toll free number you currently call to report your landings of quota-managed species.

~ Changes Include ~

- ❖ A computer-generated female voice.
- ❖ A faster & easier call menu.
- ❖ Additional main menu choices to accommodate several new programs utilizing the IVR call-in system.
- ❖ A longer, more comprehensive confirmation number (11-12 digits long). You will only receive one confirmation number per call.

Please contact the Fishery Statistics Office with any questions regarding the system upgrade at (978) 281-9209.

A Review of the IVR Call-in System

The Interactive Voice Response (IVR) system allows vessels to quickly and easily report their weekly fish landings using a touch-tone telephone. Vessels holding federal permits for any of the quota-managed species are required to report their landings to the NMFS call-in system. Vessels located in states with their own quota monitoring systems may be required to report their landings to their state system as well. Contact your state agency for additional information.

Reporting Weekly Landings

Vessels must call weekly to report landings of quota-managed species. The reporting week begins on Sunday at 0001 hrs (12:01 AM) local time and ends Saturday at 2400 hrs (12:00 midnight). Reports must be submitted by midnight Tuesday, three days after the end of each reporting week.

Submitting Negative Reports

If no quota-managed species were landed during a given week, a negative report must be submitted through the IVR call-in system. If at least one quota-managed species was landed and reported, a negative report is not necessary for the other species.

Quota-Managed Species ~ Vessels

Atlantic Herring
Golden Tilefish
Deep-Sea Red Crab

Corrections

If you need to make corrections or adjustments to the data you have already submitted to the IVR call-in system, please contact your local Field Office as soon as possible.

~ Additional Information ~

For more information about Quota Monitoring or IVR reporting please contact your local Field Office or login to the NOAA Fisheries Website at: <http://www.nero.noaa.gov/ro/doc/fso.htm>.